



BID SOLICITATION

Page 1 of 13
Printed: 3/19/2004

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

BID NUMBER: B03539
TITLE: STAGE RENTAL / INSTALLATION
BID OPENING DATE AND TIME:
04/15/2004 10:00 AM

BUYER: NANCY MCINTYRE
PHONE #: (401) 222 - 2142 ext. 126
BLANKET PERIOD: 5/1/04 - 5/31/07

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103 ALBERT CARLOTTI BLDG
KINGSTON RI 02881

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URI FACILITIES RECEIVING
ATTN: SEE BELOW
SHERMAN BLDG
523 PLAINS RD
KINGSTON RI 02881

Requisition Number(s): R86A044803

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 5/1/04 - 5/31/07</p> <p>NOTE: A MANDATORY SITE VISIT WILL BE REQUIRED FOR ANY VENDOR THAT HAS NOT ATTENDED THE SITE VISITS OVER THE LAST FOUR (4) YEARS. BASED ON THEIR PRIOR ATTENDANCE, THE FOLLOWING VENDORS ARE EXCLUDED FROM THIS REQUIREMENT: ATR/TREEHOUSE NEW ENGLAND AUDIO VISUAL PMA INDUSTRIES ALL OTHER VENDORS MUST ARRANGE A MANDATORY SITE VISIT WITH JIM GRANT @ 401-874-2021. MANDATORY SITE VISIT FORM MUST BE COMPLETED AND INCLUDED WITH BID SOLICITATION - NO EXCEPTION</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BIDDING</p> <p>(a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State.</p> <p>(b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.</p> <p>BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1.0	<p>VENDOR WILL PROVIDE ALL MATERIAL, EQUIPMENT, TOOLS AND LABOR REQUIRED TO SET UP THE MAIN COMMENCEMENT STAGE AND BAND STAGE AT THE UNIVERSITY OF RHODE ISLAND'S KINGSTON CAMPUS</p> <p>855-81</p> <p>THE MAIN COMMENCEMENT STAGE:</p> <p>THE MAIN COMMENCEMENT STAGE IS TO BE FIFTY-SIX (56) FEET WIDE BY FORTY (40) FEET DEEP BY SIXTEEN (16) INCHES HIGH AT THE EAST SIDE (FRONT).</p> <p>THE STAGE IS TO BE LEVEL OVER THE ENTIRE SURFACE (BE AWARE THAT THE GROUND SLOPES TO THE WEST OR REAR OF THE STAGE).</p> <p>RAMPS ARE TO BE PROVIDED ON EITHER SIDE OF THE SOUTHEAST AND NORTHEAST CORNERS. RAMPS ARE TO HAVE HANDRAILS ON THE SPECTATOR SIDE (EAST SIDE) AS A MINIMUM. BOTH RAMPS ARE TO MEET ADA CODE FOR INCLINE ((1) FOOT IN LENGTH FOR EACH INCH OF RISE).</p>	1.00	EA		

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	<p>STAIRS WITH HANDRAILS ARE TO BE PROVIDED AT THE REAR OR NORTHWEST CORNER.</p> <p>HANDRAILS ARE TO BE PROVIDED FOR THE REAR (WEST) AND THE TWO SIDES (NORTH AND SOUTH) AT A MINIMUM HEIGHT OF THIRTY-TWO (32) INCHES.</p> <p>SKIRTING IS TO BE PROVIDED FOR ALL FOUR SIDES AND IS TO BE SECURED TOP AND BOTTOM WITH STAPLES OR OTHER APPROPRIATE FASTENERS IN CASE OF WINDY CONDITIONS. THE SURFACE OF THE STAGE AND THE SKIRTING COLOR IS TO BE BLACK.</p> <p>THE SURFACE IS TO BE CONSISTENT IN COLOR, IN GOOD REPAIR, IN PERFORMANCE CONDITION AND FREE OF MAJOR SURFACE DEFECTS.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
2.0	<p>THE STAGE IS TO BE CAPABLE OF SUPPORTING ONE HUNDRED AND TWENTY-FIVE (125) POUNDS PER SQUARE FOOT. ALL SUPPORT SHIMS, BRACING AND OTHER MEANS OF SUPPORT ARE TO BE SECURELY FIXED IN POSITIONS.</p> <p>THE STAGE IS TO BE CONSTRUCTED BY MAY 21, 2004, BUT NO SOONER THAN MAY 17, 2004. THE STAGE IS TO BE REMOVED NO LATER THAN MAY 28, 2004, BUT NO SOONER THAN MAY 25, 2004, OR AS DETERMINED BY A REPRESENTATIVE FROM THE UNIVERSITY'S FACILITIES SERVICES DEPARTMENT. THE STAGE LOCATION IS TO BE DETERMINED BY DESIGNATED UNIVERSITY PERSONNEL. THE VENDOR IS RESPONSIBLE FOR REMOVING ALL ASSOCIATED DEBRIS AND CONSTRUCTION RELATED MATERIAL ACCORDING TO ALL LOCAL, STATE AND FEDERAL CODES AND GUIDELINES.</p> <p>BAND STAGE</p>	1.00	EA		

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KINGSTON RI 02881

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>THE BAND STAGE IS TO BE FORTY (40) FEET WIDE BY SIXTEEN (16) FEET DEEP BY EIGHT (8) INCHES IN HEIGHT AT THE FRONT (EAST).</p> <p>THE STAGE IS TO BE LEVEL OVER THE ENTIRE SURFACE (BE AWARE THAT THE GROUND SLOPES TO THE REAR (WEST) OF THE STAGE).</p> <p>A CHAIR RAIL IS TO BE PROVIDED ON THE BACK (WEST) AND TWO SIDES (NORTH AND SOUTH) AT A MINIMUM OF ONE (1) INCH HEIGHT.</p> <p>SKIRTING IS TO BE PROVIDED FOR ALL FOUR SIDES AND IS TO BE SECURED TOP AND BOTTOM IN CASE OF WINDY CONDITIONS.</p> <p>THE SURFACE OF THE STAGE AND SKIRTING COLOR IS TO BE BLACK. THE SURFACE IS TO BE CONSISTENT IN COLOR IN GOOD CONDITION, IN PERFORMANCE CONDITION AND FREE OF MAJOR SURFACE DEFECTS.</p> <p>THE STAGE IS TO BE CAPABLE OF SUPPORTING ONE HUNDRED AND TWENTY-FIVE (125) POUNDS PER SQUARE FOOT.</p> <p>THE VENDOR IS RESPONSIBLE FOR REMOVING ALL ASSOCIATED DEBRIS AND CONSTRUCTION RELATED MATERIAL ACCORDING TO ALL LOCAL, STATE AND FEDERAL GUIDELINES.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>VENDOR WILL SUPPLY AND INSTALL A CANOPY TYPE COVER FOR THE BAND STAGE THAT WILL PROVIDE SUFFICIENT OVERHEAD PROTECTION DURING EXTREME WEATHER CONDITIONS. THE UNIT MUST HAVE A CANOPY TYPE ALUMINUM FRAME AND IS TO BE FREE OF CENTER SUPPORT POLE.</p> <p>THE STAGE IS TO BE CONSTRUCTED BY MAY 21, 2004, BUT NO SOONER THAN MAY 17, 2004. THE STAGE IS TO BE REMOVED NO LATER THAN MAY 28, 2004, BUT NO SOONER THAN MAY 25, 2004.</p> <p>THE STAGE LOCATION IS TO BE DETERMINED BY DESIGNATED UNIVERSITY PERSONNEL.</p> <p>ALTERNATES</p> <p>VENDOR WILL PROVIDE ALL MATERIAL, EQUIPMENT, TOOLS AND LABOR REQUIRED TO SET UP CANOPIES ON THE MAIN COMMENCEMENT STAGE LABELED ALTERNATE 1. SHOULD ALTERNATE BE CHOSEN, BOTH CANOPIES ON THE BAND AND MAIN COMENCEMENT STAGE MUST MATCH.</p>				
3.0	ALTERNATE 1: MAIN COMMENCEMENT STAGE	1.00	EA		

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4.0	<p>VENDOR WILL SUPPLY AND INSTALL A CANOPY TYPE COVER FOR THE MAIN COMMENCEMENT STAGE THAT WILL PROVIDE SUFFICIENT OVERHEAD PROTECTION DURING EXTREME WEATHER CONDITIONS.</p> <p>CANOPY SHALL ENCOMPASS ENTIRE STAGE AND BRACING SHALL OVERHANG THE STAGE. ALSO, CANOPY IS TO BE FREE OF CENTER SUPPORT POLE. MINIMUM HEIGHT REQUIREMENT FROM THE TOP OF THE STAGE FOR THE CANOPY IS TEN (10) FEET.</p> <p>INCLUDE CANOPY SIZE: _____</p> <p>MACKAL FIELD HOUSE GRADUATE COMMENCEMENT STAGE</p> <p>THE GRADUATE COMMENCEMENT STAGE IS TO BE FORTY (40) FEET LONG BY SIXTEEN (16) FEET DEEP BY FIFTEEN (15) INCHES IN HEIGHT (APPROXIMATELY TWENTY-TWO (22) WENGER STYLE PANELS). AN EIGHT (8) FOOT BY (8) FOOT THRUST (TWO (2) FOUR (4) BY EIGHT (8) WENGER TYPE PANELS) WILL BE PLACED DEAD CENTER FRONT OF THE STAGE. THE STAGE IS TO BE LEVEL OVER THE ENTIRE SURFACE.</p>	1.00	EA		

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	<p>RAMPS ARE TO BE PROVIDED ON EITHER SIDE OF THE SOUTHEAST AND NORTHEAST FRONT CORNERS. BOTH RAMPS ARE REQUIRED TO MEET ADA CODE FOR INCLINE (ONE) (1) FOOT IN LENGTH FOR EACH INCH OF RISE).</p> <p>TWO (2) SETS OF STAIRS ARE TO BE PROVIDED AT THE REAR CORNERS OF THE STAGE.</p> <p>SKIRTING IS TO BE PROVIDED FOR ALL SIDES AND IS TO BE SECURED APPROPRIATELY. THE SURFACE OF THE STAGE AND THE SKIRTING IS TO BE BLACK.</p> <p>THE SURFACE IS TO BE CONSISTENT IN COLOR, IN GOOD REPAIR, IN PERFORMANCE CONDITION AND FREE OF MAJOR DEFECTS.</p> <p>THE STAGE IS TO BE CAPABLE OF SUPPORTING ONE HUNDRED AND TWENTY-FIVE (125) POUNDS PER SQUARE FOOT. ALL SUPPORT SHIMS, BRACING AND OTHER MEANS OF SUPORT ARE TO BE SECURELY FIXED IN POSITION.</p> <p>THE STAGE IS TO BE CONSTRUCTED BY MAY 21, 2004 AND REMOVED BY MAY 24, 2004. THE STAGE LOCATION IS TO BE DETERMINED BY DESIGNATED UNIVERSITY PERSONNEL. THE VENDOR IS RESPONSIBLE FOR REMOVING ALL ASSOCIATED DEBRIS AND CONSTRUCTION MATERIAL ACCORDING TO ALL LOCAL, STATE AND FEDERAL CODES AND GUIDELINES.</p>				

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5.0	KEANEY STAGE THE KEANEY STAGE IS TO BE TWENTY-FOUR (24) FEET LONG BY SIXTEEN (16) FEET DEEP BY FIFTEEN (15) INCHES IN HEIGHT (APPROXIMATELY TWELVE (12) WENGER STYLE PANELS). THE STAGE IS TO BE LEVEL OVER THE ENTIRE SURFACE. RAMPS ARE TO BE PROVIDED ON EITHER SIDE OF THE SOUTHEAST AND NORTHEAST FRONT CORNERS. BOTH RAMPS ARE REQUIRED TO MEET ADA CODE FOR INCLINE (ONE (1) FOOT IN LENGTH FOR EACH INCH OF RISE). TWO (2) SETS OF STAIRS ARE TO BE PROVIDED AT THE REAR CORNERS OF THE STAGE.	1.00	EA		

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	<p>SKIRTING IS TO BE PROVIDED FOR ALL SIDES AND IS TO BE SECURED APPROPRIATELY. THE SURFACE OF THE STAGE AND THE SKIRTING IS TO BE BLACK.</p> <p>THE SURFACE IS TO BE CONSISTENT IN COLOR, IN GOOD REPAIR, IN PERFORMANCE CONDITION AND FREE OF MAJOR DEFECTS.</p> <p>THE STAGE IS TO BE CAPABLE OF SUPPORTING ONE HUNDRED AND TWENTY-FIVE (125) POUNDS PER SQUARE FOOT. ALL SUPPORT SHIMS, BRACING AND OTHER MEANS OF SUPPORT ARE TO BE SECURELY FIXED IN POSITION.</p> <p>THE STAGE IS TO BE CONSTRUCTED BY MAY 21, 2004 AND REMOVED BY MAY 24, 2004.</p> <p>THE STAGE LOCATION IS TO BE DETERMINED BY DESIGNATED UNIVERSITY PERSONNEL. THE VENDOR IS RESPONSIBLE FOR REMOVING ALL ASSOCIATED DEBRIS AND CONSTRUCTION MATERIAL ACCORDING TO ALL LOCAL, STATE AND FEDERAL CODES AND GUIDELINES</p> <p>FOR SUBSEQUENT YEARS OF THIS AGREEMENT, SET-UP DATES WILL BE PROVIDED BY THE UNIVERSITY OF RHODE ISLAND.</p>				

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DELIVERY: _____

RIVIP VENDOR ID#: _____

TERMS OF PAYMENT: _____

DO NOT SIGN BID ON THIS PAGE!
USE CERTIFICATION COVER FORM.



BID SOLICITATION

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

BID NUMBER: B03539
TITLE: STAGE RENTAL / INSTALLATION
BID OPENING DATE AND TIME:
04/15/2004 10:00 AM

BUYER: NANCY MCINTYRE
PHONE #: (401) 222 - 2142 ext. 126
BLANKET PERIOD: 5/1/04 - 5/31/07

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O** UNIVERSITY OF RHODE ISLAND
URI ACCOUNTS PAYABLE
103 ALBERT CARLOTTI BLDG
KINGSTON RI 02881

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O** UNIVERSITY OF RHODE ISLAND
URI FACILITIES RECEIVING
ATTN: SEE BELOW
SHERMAN BLDG
523 PLAINS RD
KINGSTON RI 02881

Requisition Number(s): R86A044803

Item	Class-Item	Quantity	Unit	Unit Price	Total
	AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.				

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

DELIVERY: _____

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TERMS OF PAYMENT: _____

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BID SOLICITATION

Page 13 of 13
Printed: 3/19/2004

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

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UNIVERSITY OF RHODE ISLAND
URI FACILITIES RECEIVING
ATTN: SEE BELOW
SHERMAN BLDG
523 PLAINS RD
KINGSTON RI 02881

Requisition Number(s): R86A044803

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none">* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER.* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION.* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION.* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER.* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION. <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.</p>				
				TOTAL:	

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

DELIVERY: _____

RIVIP VENDOR ID#: _____

TERMS OF PAYMENT: _____

DO NOT SIGN BID ON THIS PAGE!
USE CERTIFICATION COVER FORM.

MANDATORY SITE VISIT FORM

Note: This form must be completed and must accompany bid submittal (exception as noted in bid specifications). The site visit must be performed on or before April 8, 2004.

I/We (Name) _____, representing

(Company) _____ of

(City/State) _____ have viewed the locations for the URI commencement staging and therefore are fully aware and understand all of the requirements of Bid # B03539.

Date mandatory site visit performed _____

Vendor(s) signature _____ Date _____

_____ Date _____

Jim Grant or Harry Davis signature _____ Date _____